



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
CAPITOL HILL
PROVIDENCE RI 02908

BID SOLICITATION

Page 1 of 11
Printed: 4/11/2006

BUYER: JEROME MOYNIHAN
PHONE #: (401) 222 - 2142 ext. 119
BLANKET PERIOD: 5/15/2006 - 5/14/2011

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ADMINISTRATION
DOA CENTRAL BUSINESS OFFICE
ADMINISTRATIVE SERVICES
ONE CAPITOL HILL, 4TH FLOOR
SMITH ST
PROVIDENCE RI 02908

BID NUMBER: B06218
TITLE: INSERTING MACHINES
BID OPENING DATE AND TIME:
05/01/2006 2:00 PM

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ADMINISTRATION
DOA-OLIS-INFORMATION PROCESSING
ONE CAPITOL HILL, 2ND FLOOR
PROVIDENCE RI 02908

Requisition Number(s): R68F068877

Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>BLANKET REQUIREMENTS: 5/15/06 - 5/14/11</p> <p>BIDDING</p> <p>(a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State.</p> <p>(b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordering during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered.</p> <p>(c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost.</p> <p>(d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request.</p> <p>ORDERING</p> <p>(a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period.</p> <p>(b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
1.0	600-65 HIGH SPEED INSERTER (PER THE FOLLOWING SPECIFICATIONS) Specifications for a high-speed production series console inserter. Console 6 insert stations Gripper Arm Inserter Mechanical spring Miss & Double detection DC Drive Motor Elevator Hopper Life time meters On Time, Cycle Time, Envelope Counter Motorized Envelope Table Operator controlled speed adjustment Vacuum Flap Opener 10,000 maximum cycle per hour LCD Display of Run Speed & Job Count Deep Grooved Insert Plate & Pushers Rear Deck with Teflon "T" Plates & Angled Wedges Industry Preferred Square Drive Shaft Stainless Steel Sealing Components Increased, repositioned Water Bottle Low Water Sensing Flap Detect Covers & Safety Guards Electric Box	1.00	EA		

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Requisition Number(s): R68F068877

Item	Class-Item	Quantity	Unit	Unit Price	Total
	Inserts Width Minimum 3.0 in (76.2 mm) Maximum 6.0 in (152.4 mm) Length Minimum 5.5 in (139.7 mm) Maximum 9.0 in (228.6 mm) Maximum Individual Thickness .125 in (3.2 mm) (.25 in (6.4 mm) available as a "special") Envelopes Width Minimum 3.25 in (82.6 mm) Maximum 6.25 in (158.8 mm) Length Minimum 6.0 in (152.4 mm) Maximum 9.5 in (241.3 mm) Flap Depth Minimum 1.0 in (25.4 mm) Maximum 2.31 in (58.7 mm) Maximum Accumulated Thickness .125 in (.25 in available as a "special") Maximum Accumulated (Pack) Thickness Postage Meter .38 in (9.7 mm) Performance Throughput performance is defined as the number of filled envelopes per hour delivered to the machines output area (i.e. chain takeaway/output conveyor, etc.). Factory Set Machine Cycling Speeds for Optimum Throughput				

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer. When delivering offers in person to One Capitol Hill, vendors are advised to allow at least one hour additional time for clearance through security checkpoints.

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Requisition Number(s): R68F068877

Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>Factory Set machine cycling speeds for optimum throughput. Performance will be 10,000 cycles per hour on the 6 insert stations.</p>				

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Requisition Number(s): R68F068877

Item	Class-Item	Quantity	Unit	Unit Price	Total
	Machine Configurations Six station inserter with turnover 60" on-edge conveyor. Machine Options Meter stand - PB PNC R-752 DM16K PB Meter System with dual print and envelope transport On-Edge-Conveyor Stream Feeder Inline Feeder Folder In-Track double document detection Controls Controls, Top Plate Run/Jog Toggle Switch Reset Pushbutton Run/Jog Pushbutton Safety Start Switch Stop Bar Speed Control Table Adjustment Switch Flap Holder Jam Release (foot pedal) Flap Moistener Water Adjustment Take-away Speed Control Rear Stop Switch Controls, Stuffing Station Hood Area Power Water Envelope Hopper Insert Station Vacuum Resettable Envelope Counter/Rate (cph) Meter Run/Set-up\Jog Indicators The following conditions will be displayed to the operator at the				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>The following conditions will be displayed to the operator at the Operator Control Panel (stuffing station hood area):</p> <p>Insert Station Vacuum (lighted = on) Insert Miss/Double Detection (lighted = miss/double) Envelope Flap Miss Detection (lighted = missed flap) Stuffing Station Material Jam Detection (lighted = paper jam) Turnover Material Jam Detection (lighted = paper jam) Takeaway In-track Material Jam Detection (lighted = paper jam) Insert Station Cover Open Detection (every two stations) (lighted = cover open) Flap Cover Open Detection (lighted = cover open) Stuffing Station Cover Open Detection (lighted = cover open) Safety Requirements All machine covers and guards protect the operator from access to moving parts, mechanisms or potentially hazardous voltages levels. Covers are either fixed which require tools to remove or interlocked to fault the machine when opened. Covers with interlocks are guards that require removal for normal operating procedures.</p> <p>Sound Emissions Sound pressure levels shall not exceed 76 dB(A), at 1-meter perimeter, 1.6 meters from floor height, when processing material at maximum speed.</p> <p>Heat Emissions Heat dissipation (max. rating per number of insert stations (6)) 6,800 BTU/hr</p> <p>Operating Environment Temperature: 0 Degrees C to +40 Degrees C. Relative Humidity: 5% to 90% (non-condensing)</p> <p>Physical Specifications(not to exceed) (6-Station Insertter) Width: 40", Height: 50", Length: 120"</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>On Edge Conveyor The on edge conveyor positions the envelope on its edge (standard envelope) as it enters the conveyor. Conveyors are positioned perpendicular to the base inserter and delivery modules. Conveyors may be used for either MDS or Non MDS systems with a special "wheel kit" added for Non MDS.</p> <p>Front facing, normal turn up: Envelopes are positioned with the top edge up, and the address facing towards the back of the machine. Front facing, reverse turn up: Envelopes are positioned with the top edge down, and the address facing towards the front of the machine. Rear facing, normal turn up: Envelopes are positioned with the top edge up, and the address facing towards the back of the machine. Rear facing, reverse turn up: Envelopes are positioned with the top edge down, and the address facing towards the front of the machine.</p> <p>Physical Dimensions Module Length 73.25 in. Module Width 48.00 in. Module Height 47.00 in. Shelf Length 66 in. Shelf Width 16 in. Height above conveyor 12 in. Capacity 800 envelopes Shelf 5 (1' x 2') Mail Trays Operator Controls and Adjustments Reset Stop Switch Stack Full Indicator Main Power Switch Jog Switch Hood Interlock Switch Stop Switch</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	Step 2: Item 1				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>InLine Feeder/Folder on gripper arm inserter. (OR LIKE) The inline feeder/folder offers unique capabilities that minimize labor and eliminate the bindery step during the mailing process. Built to accommodate conventional gripper arm inserters, the front load design allows one operator to handle both inserting and folding systems. The folder mounts on the rear hopper table and requires no additional floorspace. Seated bearings for quiet operation Patented Grooved "Fast Track" rollers for tighter folds Optic sensor monitoring for automatic demand hopper feeding Folding capabilities for letter, single or double parallel folds Orientation flexibility with three folding plates</p> <p>Document: Single Page Only Minimum 6" x 7", Maximum 8 1/2 x 14"</p> <p>Paper Weight: Minimum #16 Bond, Maximum #60 Card Stock</p> <p>Speed: Maximum of 9,000 sheets per hour</p> <p>Dimensions: Width 14", Length 24", Height 17"</p> <p>Power: 115V 60HZ</p> <p>Maintenance Preventive maintenance is recommended based on the hours of machine service. Mean Time Between Preventive Maintenance (MTBPM) - 160 hrs Mean Time to Perform Preventive Maintenance (MTPPM) -</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>Mean Time To Failure (MTBF) - 160 hrs Mean Time To Repair (MTTR) - 3.5 hrs. 2 hour telephone response time. 4 hour on site response time.</p> <p>Efficiency Failure Conditions Not Requiring Service (one per 20,000 cycles) Operator recoverable in less than 30 seconds: 99% Operator recoverable in 1-5 minutes: 1%</p> <p>Failure Conditions Requiring Service (one per 2.9 million cycles) Corrected with normal tools in 30 minutes or less: 95% Corrected with normal tools in 1 hour or less: 4% Corrected with special tools in 24 hours or less: 1%</p> <p>Installation time, including uncrating and initial running of material will not exceed 4 hours.</p> <p>Purchase will include a trade in allowance for: (you remove) Bell & Howell Expeditor 7200 Inserter. Pitney Bowes 8300 Inserter.</p> <p>Purchase price required with annual maintenance price fixed for first five years.</p> <p>The first year of maintenance will be free.</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	STATE CONTACT: THOMAS O'DONNELL (401) 222-2291 ***** VENDORS ARE INSTRUCTED TO SUBMIT AN ORIGINAL, AND 1 COPY OF THEIR BID RESPONSE. ***** DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.				
				TOTAL:	

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STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration
Division of Information Technology
One Capitol Hill
Providence, RI 02908

Memorandum

Inserts

Width

- Minimum 3.0 in (76.2 mm)
- Maximum 6.0 in (152.4 mm)

Length

- Minimum 5.5 in (139.7 mm)
- Maximum 9.0 in (228.6 mm)

Maximum Individual Thickness

.125 in (3.2 mm) (.25 in (6.4 mm) available as a "special")

Envelopes

Width

- Minimum 3.25 in (82.6 mm)
- Maximum 6.25 in (158.8 mm)

Length

- Minimum 6.0 in (152.4 mm)
- Maximum 9.5 in (241.3 mm)

Flap Depth

- Minimum 1.0 in (25.4 mm)
- Maximum 2.31 in (58.7 mm)

Maximum Accumulated Thickness

.125 in (.25 in available as a "special")

Maximum Accumulated (Pack) Thickness

- Postage Meter .38 in (9.7 mm)

Performance

Throughput performance is defined as the number of filled envelopes per hour delivered to the machines output area (i.e. chain takeaway/output conveyor, etc.).

Factory Set Machine Cycling Speeds for Optimum Throughput Performance will be

10,000 cycles per hour on the 6 insert stations.

Machine Configurations

Six station inserter with turnover 60" on-edge conveyor.

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STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
Department of Administration
Division of Information Technology
One Capitol Hill
Providence, RI 02908

Memorandum

Machine Options

- Meter stand – PB
- PNC R-752 DM16K PB Meter System with dual print and envelope transport
- On-Edge-Conveyor
- Stream Feeder
- Inline Feeder Folder
- In-Track double document detection

Controls

Controls, Top Plate

- Run/Jog Toggle Switch
- Reset Pushbutton
- Run/Jog Pushbutton
- Safety Start Switch
- Stop Bar
- Speed Control
- Table Adjustment Switch
- Flap Holder Jam Release (foot pedal)
- Flap Moistener Water Adjustment
- Take-away Speed Control
- Rear Stop Switch

Controls, Stuffing Station Hood Area

- Power
- Water
- Envelope Hopper
- Insert Station Vacuum
- Resettable Envelope Counter/Rate (cph) Meter
- Run/Set-up/Jog

Indicators

The following conditions will be displayed to the operator at the Operator Control Panel (stuffing station hood area):

- Insert Station Vacuum (lighted = on)
- Insert Miss/Double Detection (lighted = miss/double)
- Envelope Flap Miss Detection (lighted = missed flap)
- Stuffing Station Material Jam Detection (lighted = paper jam)
- Turnover Material Jam Detection (lighted = paper jam)
- Takeaway In-track Material Jam Detection (lighted = paper jam)
- Insert Station Cover Open Detection (every two stations) (lighted = cover open)
- Flap Cover Open Detection (lighted = cover open)
- Stuffing Station Cover Open Detection (lighted = cover open)

RECEIVED
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06 MAR -9 AM 9:25



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Memorandum

Safety Requirements

All machine covers and guards protect the operator from access to moving parts, mechanisms or potentially hazardous voltages levels. Covers are either fixed which require tools to remove or interlocked to fault the machine when opened. Covers with interlocks are guards that require removal for normal operating procedures.

Sound Emissions

Sound pressure levels shall not exceed 76 dB(A), at 1-meter perimeter, 1.6 meters from floor height, when processing material at maximum speed.

Heat Emissions

Heat dissipation (max. rating per number of insert stations (6)) 6,800 BTU/hr

Operating Environment

Temperature: 0 Degrees C to +40 Degrees C. Relative Humidity: 5% to 90% (non-condensing)

Physical Specifications(not to exceed) (6-Station Inserter)

* Width: 40", Height: 50", Length: 120"

On Edge Conveyor

The on edge conveyor positions the envelope on its edge (standard envelope) as it enters the conveyor. Conveyors are positioned perpendicular to the base inserter and delivery modules. Conveyors may be used for either MDS or Non MDS systems with a special "wheel kit" added for Non MDS.

- Front facing, normal turn up:
 - Envelopes are positioned with the top edge up, and the address facing towards the back of the machine.
- Front facing, reverse turn up:
 - Envelopes are positioned with the top edge down, and the address facing towards the front of the machine.
- Rear facing, normal turn up:
 - Envelopes are positioned with the top edge up, and the address facing towards the back of the machine.
- Rear facing, reverse turn up:
 - Envelopes are positioned with the top edge down, and the address facing towards the front of the machine.

Physical Dimensions

Module Length	73.25 in.
Module Width	48.00 in
Module Height	47.00 in.
Shelf Length	66 in.
Shelf Width	16 in.
Height above conveyor	12 in.
Capacity	800 envelopes
Shelf	5 (1' x 2') Mail Trays

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Memorandum

Operator Controls and Adjustments

- Reset Stop Switch
- Stack Full Indicator
- Main Power Switch
- Jog Switch
- Hood Interlock Switch
- Stop Switch

InLine Feeder/Folder on gripper arm inserter. (OR LIKE)

- The inline feeder/folder offers unique capabilities that minimize labor and eliminate the bindery step during the mailing process.
- Built to accommodate conventional gripper arm inserters, the front load design allows one operator to handle both inserting and folding systems.
- The folder mounts on the rear hopper table and requires no additional floorspace.
- Seated bearings for quiet operation
- Patented Grooved "Fast Track" rollers for tighter folds
- Optic sensor monitoring for automatic demand hopper feeding
- Folding capabilities for letter, single or double parallel folds
- Orientation flexibility with three folding plates

Document:

- Single Page Only
- Minimum 6' x 7", Maximum 8 ½ x 14"

Paper Weight:

- Minimum #16 Bond, Maximum #60 Card Stock

Speed:

- Maximum of 9,000 sheets per hour

Dimensions:

- Width 14", Length 24", Height 17"

Power:

- 115V 60HZ

Maintenance

Preventive maintenance is recommended based on the hours of machine service.

Mean Time Between Preventive Maintenance (MTBPM) - 160 hrs

Mean Time to Perform Preventive Maintenance (MTPPM) - 4.5 hrs

Mean Time Between Failure (MTBF) - 160 hrs

Mean Time To Repair (MTTR) - 3.5 hrs.

2 hour telephone response time.

4 hour on site response time.

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Efficiency

Failure Conditions Not Requiring Service (one per 20,000 cycles)
Operator recoverable in less than 30 seconds: 99%
Operator recoverable in 1-5 minutes: 1%

Failure Conditions Requiring Service (one per 2.9 million cycles)
Corrected with normal tools in 30 minutes or less: 95%
Corrected with normal tools in 1 hour or less: 4%
Corrected with special tools in 24 hours or less: 1%

Installation time, including uncrating and initial running of material will not exceed 4 hours.

Purchase will include a trade in allowance for: (you remove)

- Bell & Howell Expeditor 7200 Inserter.
- Pitney Bowes 8300 Inserter.

**Purchase price required with annual maintenance price
fixed for first five years.**

The first year of maintenance will be free.

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